



BRENTWOOD UNION FREE SCHOOL DISTRICT  
SCHOOL FOOD SERVICES DEPARTMENT  
52 Third Avenue  
Brentwood, NY 11717  
Telephone (631) 434-2316  
Fax (631) 434-1175

August 1, 2019

Dear Parent or Guardian:

The Brentwood School District offers a variety of healthy meal choices for breakfast and lunch to our Pre-K through 12<sup>th</sup> grade students through the National School Lunch and Breakfast programs. These programs allow us to offer free and reduced meal benefits to students who qualify through an application process.

Beginning August 5<sup>th</sup>, a parent letter with instructions and the application for Free and Reduced Priced Meals for the 2019-2020 school year will be distributed to each child in the District. Please carefully complete **one application for your household** and return it to the Food Service Department located in the Administration Building or your child's school cafeteria. Should you need assistance with filling out the application, you may contact **631-434-2316**.

Please be aware of the following:

- **A new family application must be completed each year.** All students are encouraged to apply. Applications which were approved during the 2018/2019 school year will only remain in effect **until October 21, 2019**. Therefore, it is important to submit an application each year to retain your status.
- There may be **additional benefits** for approved students! For instance, approved students may be entitled to receive **discounts and/or waivers of fees** for academic tests and college applications.
- Prior to the submission and the processing of an application, parents/guardians are responsible for the payment of all meals. The Brentwood School District's **"Charging" School Meals and Prohibition Against Shaming Meal Charge Policy 3546.1 can be reviewed on the district website.**
- Prepayments to your child/children's account are encouraged. Cash and checks are accepted at the Food Service Office in the Administration Building and at your child('s) school cafeteria. In addition, you can visit **"MYSCHOOLBUCKS"** on the District's website or go directly to [www.myschoolbucks.com](http://www.myschoolbucks.com). This is an online service which allows parents/guardians to electronically monitor purchases, account balances and make secure online payments. A small service fee will be charged per transaction.



Families that receive documentation from an appropriate source (SNAP or TANF) that establishes eligibility for benefits should forward such information to the Food Service Department immediately, as this automatically qualifies your child to receive free meals. When completing the 2019-2020 Free and Reduced Price Meal Application be sure to indicate your case number on line 2 of the application.

If you should have any further questions or concerns, please contact the Food Service Department at 631-434-2316. Thank you in advance for your cooperation in achieving this important initiative.

-The Food Service Team